Specific Training Section L:

Evaluation Systems Support Locations

Purpose: to provide online locations for help with Army evaluation policy, evaluation initiatives, and for actual OER and NCOER which have been received by the Human Resources Command for processing.

POC: ESO, tapcmse@conus.army.mil, (703) 325-9660 (DSN: 221) https://www.hrc.army.mil/site/Active/TAGD/ESPD(formerly_MSD)/msdweb.h
As of: 7 Apr 08

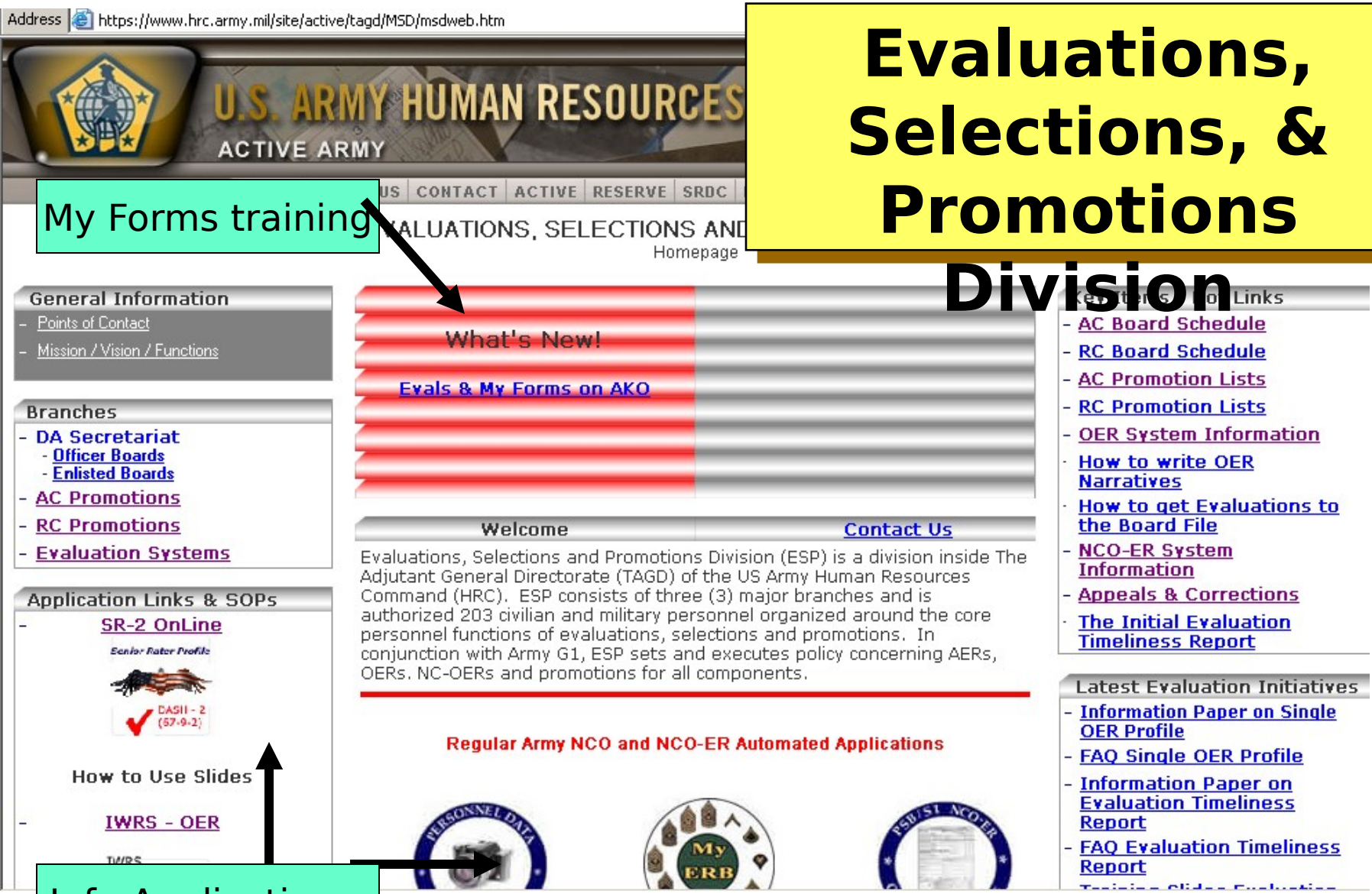
Evaluation Information Sources

1. **AR 623-3 and DA PAM 623-3**
2. **My Forms wizard form formats and AKO forms portal**
3. **Eval Systems Office homepage: see POC information below**
4. **Interactive Web Response System (IWRS): a window into HRC processing (status & admin info) for OER and after 1 May 2008 USAR and Regular Army NCOER**
5. **Evaluation Systems Office:**
   - **All eval topics: (703) 325-9660 (DSN: 221), tapcmse@conus.army.mil**
   - **SR Profile – if SR cannot get online (HRC website in a variety of locations or AKO Self Service/My Personnel)**
6. **Appeals & Corrections: (703) 325-8642 (DSN: 221)**
7. **AKO My Forms Portal Assistance: (703) 428-0545 apdfcmp@hqda.army.mil**

Evaluations, Selections, & Promotions Division

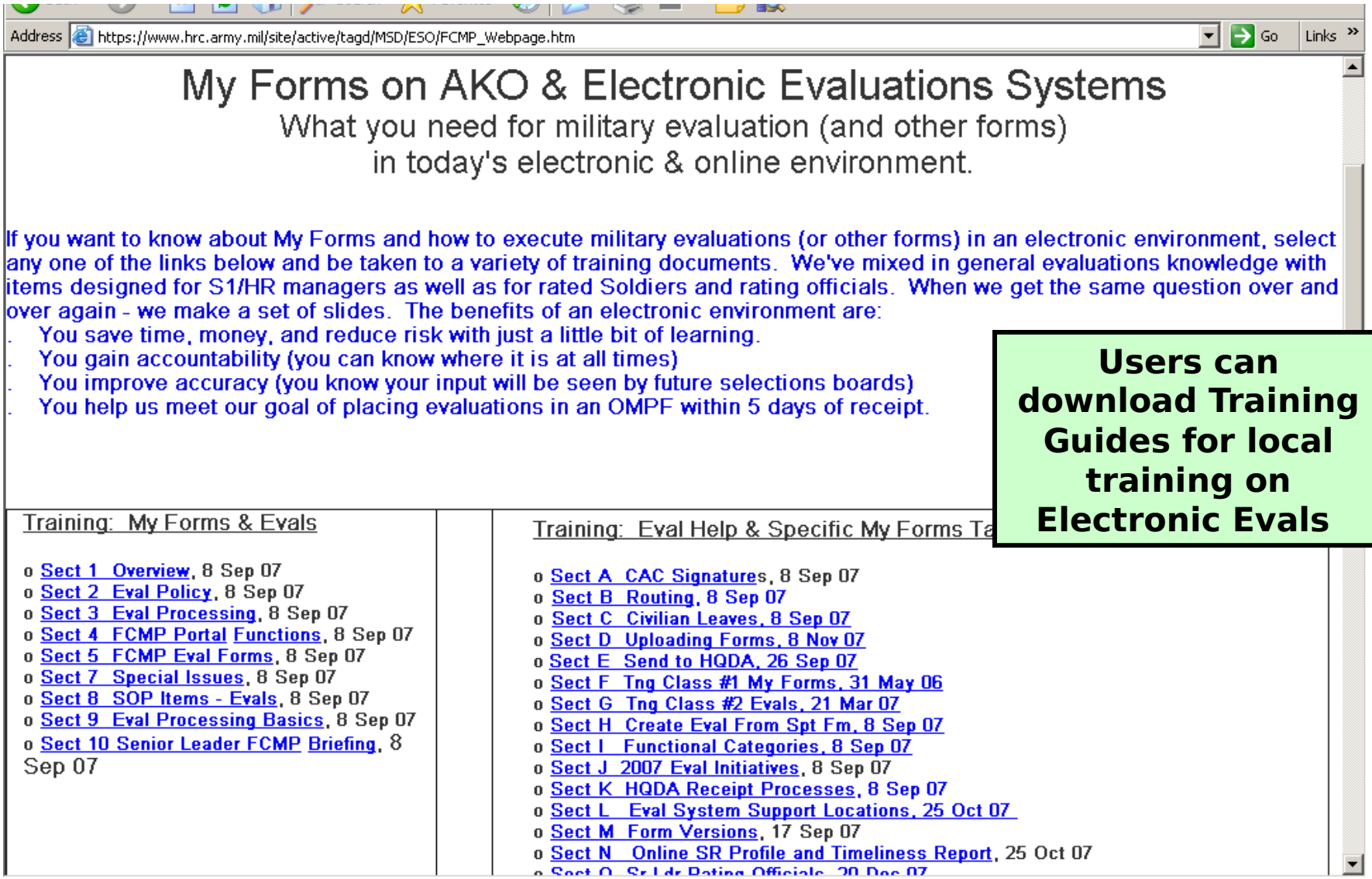
My Forms training

Info Applications


Address https://www.hrc.army.mil/site/active/tagd/MSD/msdweb.htm
U.S. ARMY HUMAN RESOURCES
ACTIVE ARMY
US CONTACT ACTIVE RESERVE SRDC
ALUATIONS, SELECTIONS AND
Homepage
General Information
Points of Contact
Mission / Vision / Functions
Branches
DA Secretariat
Officer Boards
Enlisted Boards
AC Promotions
RC Promotions
Evaluation Systems
Application Links & SOPs
SR-2 OnLine
How to Use Slides
IWRS - OER
What's New!
Evals & My Forms on AKO
Welcome
Contact Us
Evaluations, Selections and Promotions Division (ESP) is a division inside The Adjutant General Directorate (TAGD) of the US Army Human Resources Command (HRC). ESP consists of three (3) major branches and is authorized 203 civilian and military personnel organized around the core personnel functions of evaluations, selections and promotions. In conjunction with Army G1, ESP sets and executes policy concerning AERs, OERs, NC-OERs and promotions for all components.
Regular Army NCO and NCO-ER Automated Applications
AC Board Schedule
RC Board Schedule
AC Promotion Lists
RC Promotion Lists
OER System Information
How to write OER Narratives
How to get Evaluations to the Board File
NCO-ER System Information
Appeals & Corrections
The Initial Evaluation Timeliness Report
Latest Evaluation Initiatives
Information Paper on Single OER Profile
FAQ Single OER Profile
Information Paper on Evaluation Timeliness Report
FAQ Evaluation Timeliness Report

Use this website or HRC home page for information and applications.

My Forms (AKO) Info is located here...


Address https://www.hrc.army.mil/site/active/tagd/MSD/ESO/FCMP_Webpage.htm
Go
Links
My Forms on AKO & Electronic Evaluations Systems
What you need for military evaluation (and other forms)
in today's electronic & online environment.
If you want to know about My Forms and how to execute military evaluations (or other forms) in an electronic environment, select any one of the links below and be taken to a variety of training documents. We've mixed in general evaluations knowledge with items designed for S1/HR managers as well as for rated Soldiers and rating officials. When we get the same question over and over again - we make a set of slides. The benefits of an electronic environment are:
. You save time, money, and reduce risk with just a little bit of learning.
. You gain accountability (you can know where it is at all times)
. You improve accuracy (you know your input will be seen by future selections boards)
. You help us meet our goal of placing evaluations in an OMPF within 5 days of receipt.
Training: My Forms & Evals
o Sect 1 Overview, 8 Sep 07
o Sect 2 Eval Policy, 8 Sep 07
o Sect 3 Eval Processing, 8 Sep 07
o Sect 4 FCMP Portal Functions, 8 Sep 07
o Sect 5 FCMP Eval Forms, 8 Sep 07
o Sect 7 Special Issues, 8 Sep 07
o Sect 8 SOP Items - Evals, 8 Sep 07
o Sect 9 Eval Processing Basics, 8 Sep 07
o Sect 10 Senior Leader FCMP Briefing, 8 Sep 07
Training: Eval Help & Specific My Forms Ta
o Sect A CAC Signatures, 8 Sep 07
o Sect B Routing, 8 Sep 07
o Sect C Civilian Leaves, 8 Sep 07
o Sect D Uploading Forms, 8 Nov 07
o Sect E Send to HQDA, 26 Sep 07
o Sect F Tng Class #1 My Forms, 31 May 06
o Sect G Tng Class #2 Evals, 21 Mar 07
o Sect H Create Eval From Spt Fm, 8 Sep 07
o Sect I Functional Categories, 8 Sep 07
o Sect J 2007 Eval Initiatives, 8 Sep 07
o Sect K HQDA Receipt Processes, 8 Sep 07
o Sect L Eval System Support Locations, 25 Oct 07
o Sect M Form Versions, 17 Sep 07
o Sect N Online SR Profile and Timeliness Report, 25 Oct 07

Users can download Training Guides for local training on Electronic Evals

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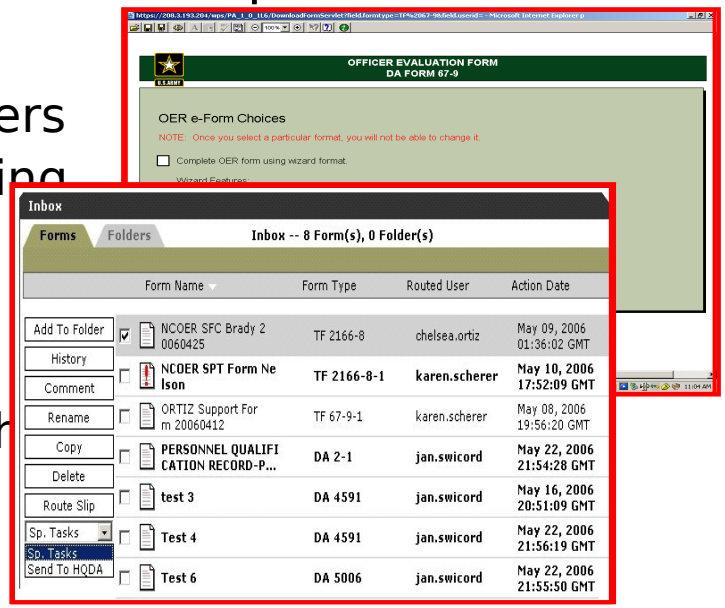
As of: 7 Apr 08

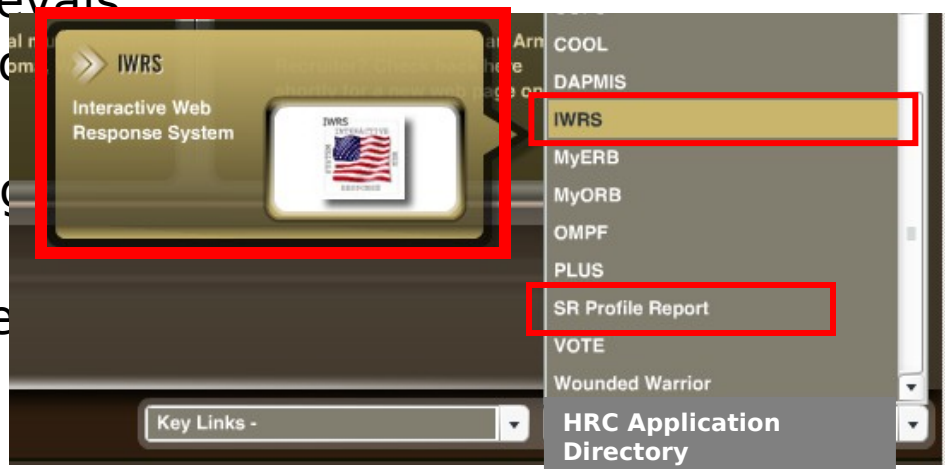
Key Elements for Effective Evaluation Systems

Goal: develop and assess Soldiers; submit reports on time.

Senior Rater's Role – do or ensure:

- Ensure rating schemes are known by Soldiers
- Oversee counseling; participate in counseling
- Use tools & My Forms (red outlines)
- Know current THRU dates of reports on file
- Anticipate and project "next" evals.
  - Current thru date on file plus 12 month or known changes of rater.
  - Complete the record dates for those being considered by a selection.
- Notify rating officials of upcoming evals
- Track rating officials counseling and reports (use My Forms)
- Follow up on receipt and processing at HRC (using tools)
- Take appropriate action with proble rating officials as necessary.

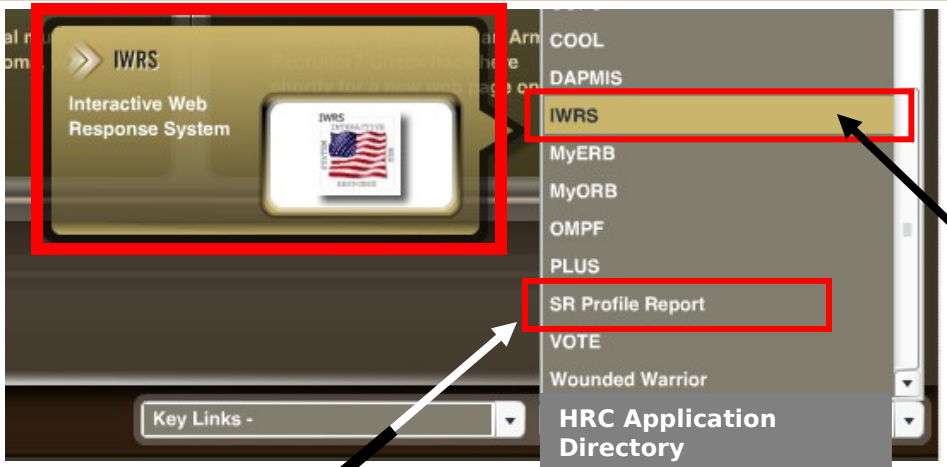




HRC Website: https://www.hrc.army.mil

Online Applications Explained

Both are located on HRC website (several locations) and AKO under Self Service/My P



Senior Rater (SR) Profile (-2) and Eval Timeliness Report

-Accessed by AKO logon & password

-OER SR Profile: Senior raters view their DA Fm 67-9 which shows numbers and box checks sorted by rank and names of officers in OER which are both completed and in a working (but not yet profiled) status at HRC.

-Eval Timeliness Report:

-Reflects OER received by HRC on and after 1 Jun 07.

-Will reflect NCOER received by HRC on and after 1 May 08. All NCOER SR will have access to this application.

-Will be restarted for both OER & NCOER in Summer 2008.

Interactive Web Report System (IWRS)

-Accessed by AKO logon & password

-For OER: this is a window into HRC level processing (for constant status, found errors, admin information) which is essential for proactive management of evaluation systems by HR managers, SR, and Cdr.

-NCOER info reflected after 1 May 08

-Reports are constantly being improved and increased to support unit needs. USAR/ARNG specific reports will be in soon.

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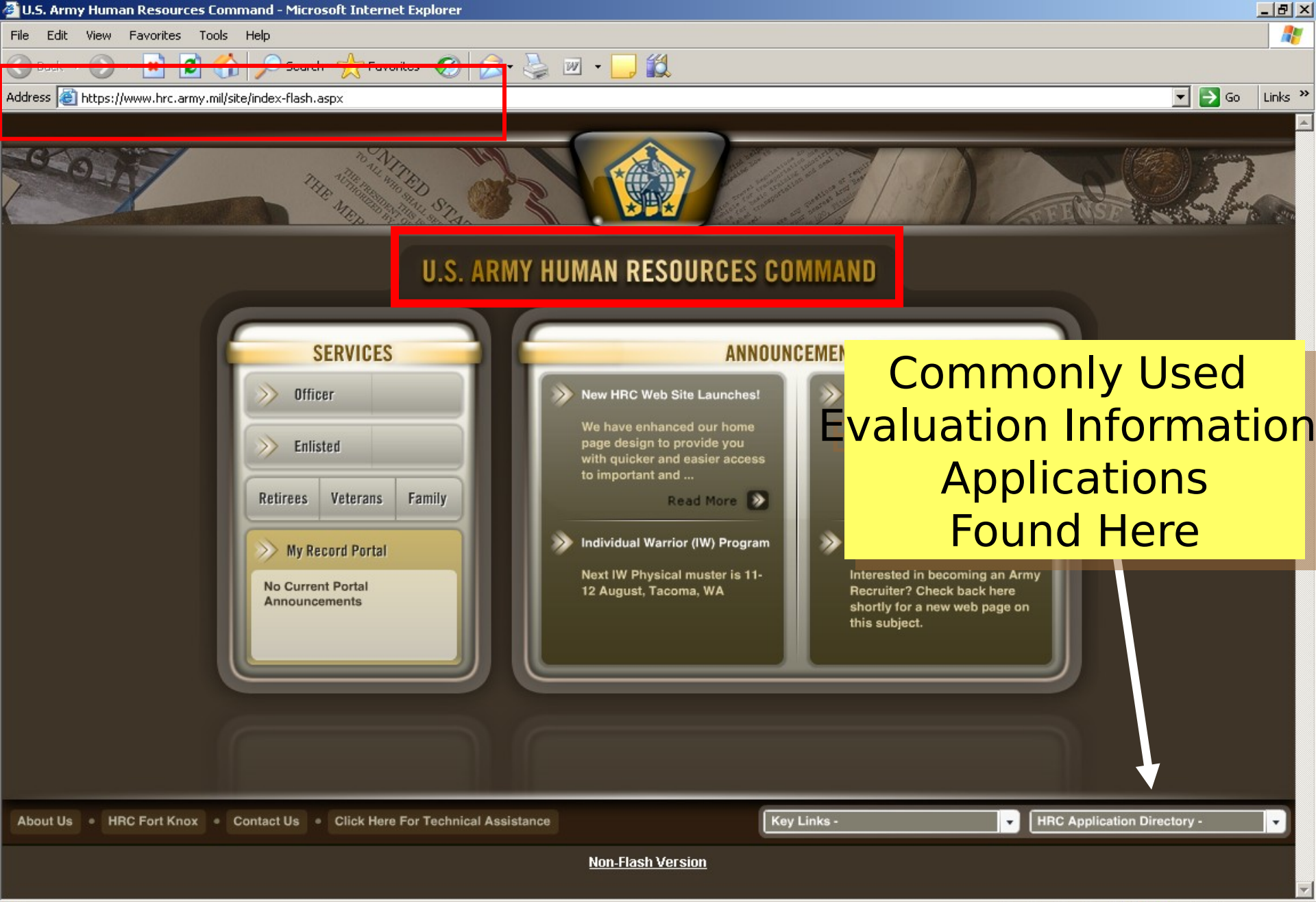
As of: 7 Apr 08


U.S. Army Human Resources Command - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Address https://www.hrc.army.mil/site/index-flash.aspx
Go
Links
U.S. ARMY HUMAN RESOURCES COMMAND
SERVICES
Officer
Enlisted
Retirees
Veterans
Family
My Record Portal
No Current Portal Announcements
ANNOUNCEMEN
New HRC Web Site Launches!
We have enhanced our home page design to provide you with quicker and easier access to important and ...
Read More
Individual Warrior (IW) Program
Next IW Physical muster is 11-12 August, Tacoma, WA
Interested in becoming an Army Recruiter? Check back here shortly for a new web page on this subject.
Commonly Used Evaluation Information Applications Found Here
About Us
HRC Fort Knox
Contact Us
Click Here For Technical Assistance
Key Links -
HRC Application Directory -
Non-Flash Version
Trusted sites
Start
OERSE 4.0
Microsof...
Adobe Acro...
Microsoft P...
U.S. Army ...
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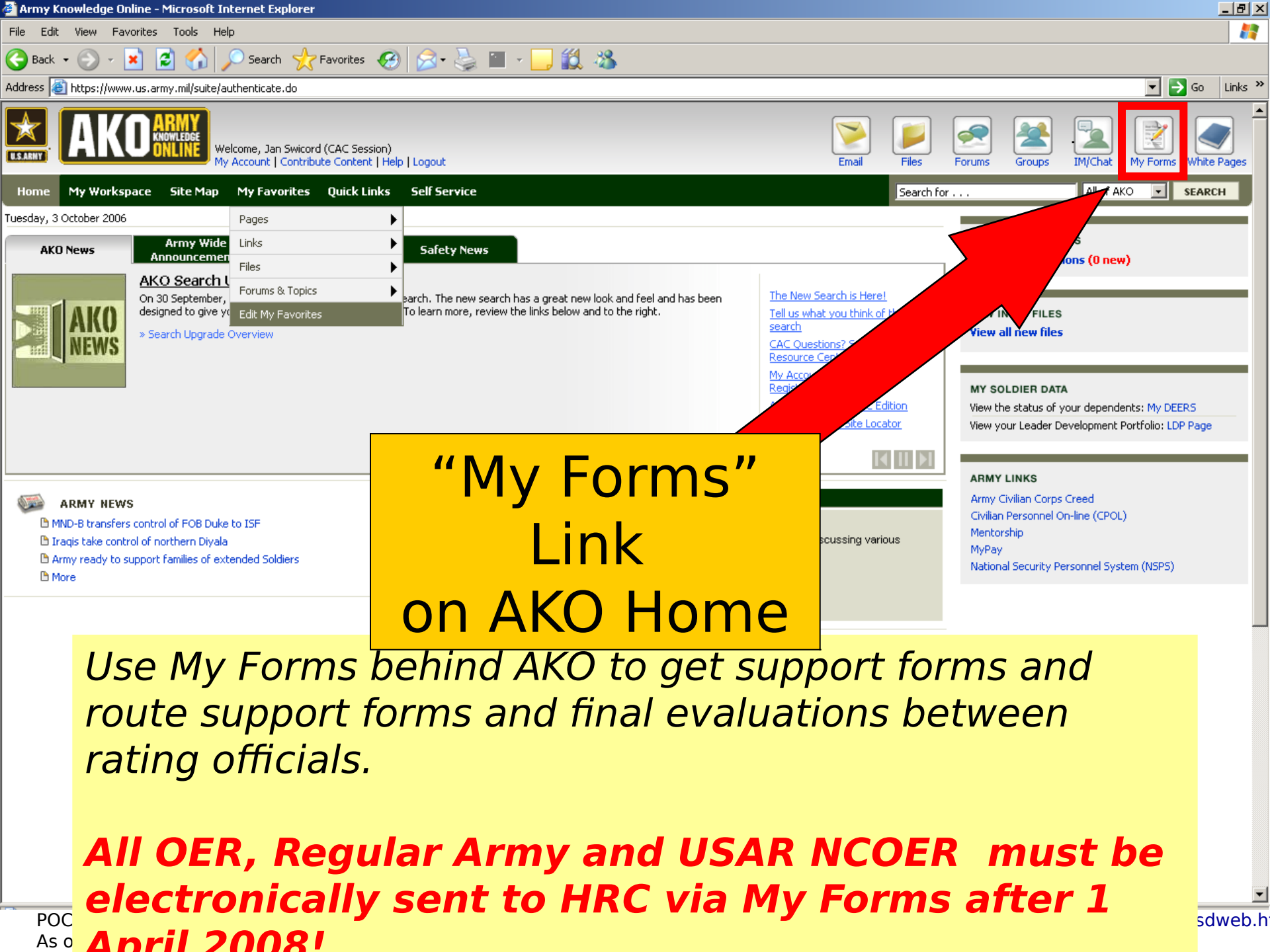
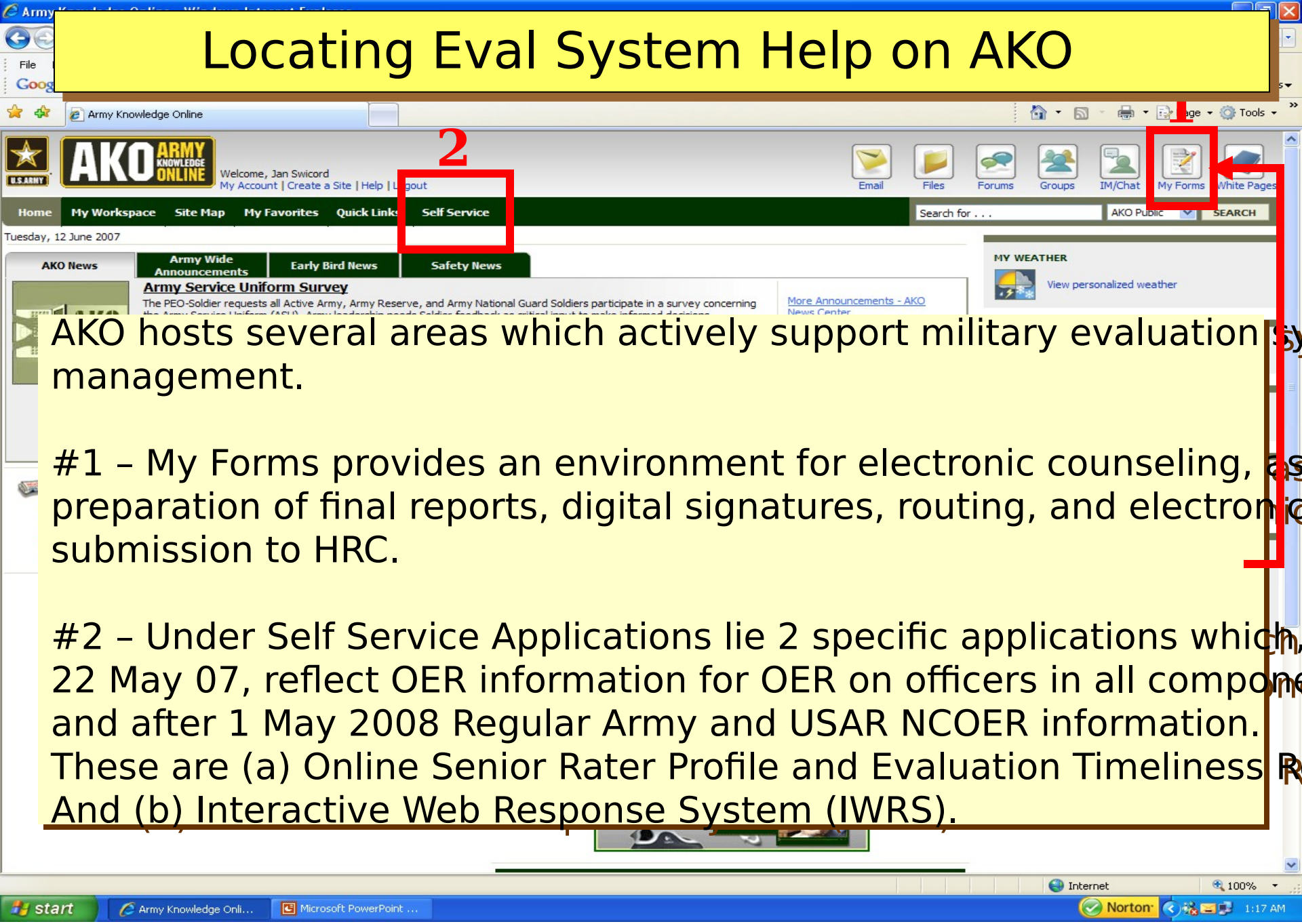


"My Forms" Link on AKO Home

Use My Forms behind AKO to get support forms and route support forms and final evaluations between rating officials.

All OER, Regular Army and USAR NCOER must be electronically sent to HRC via My Forms after 1 April 2008!

Locating Eval System Help on AKO

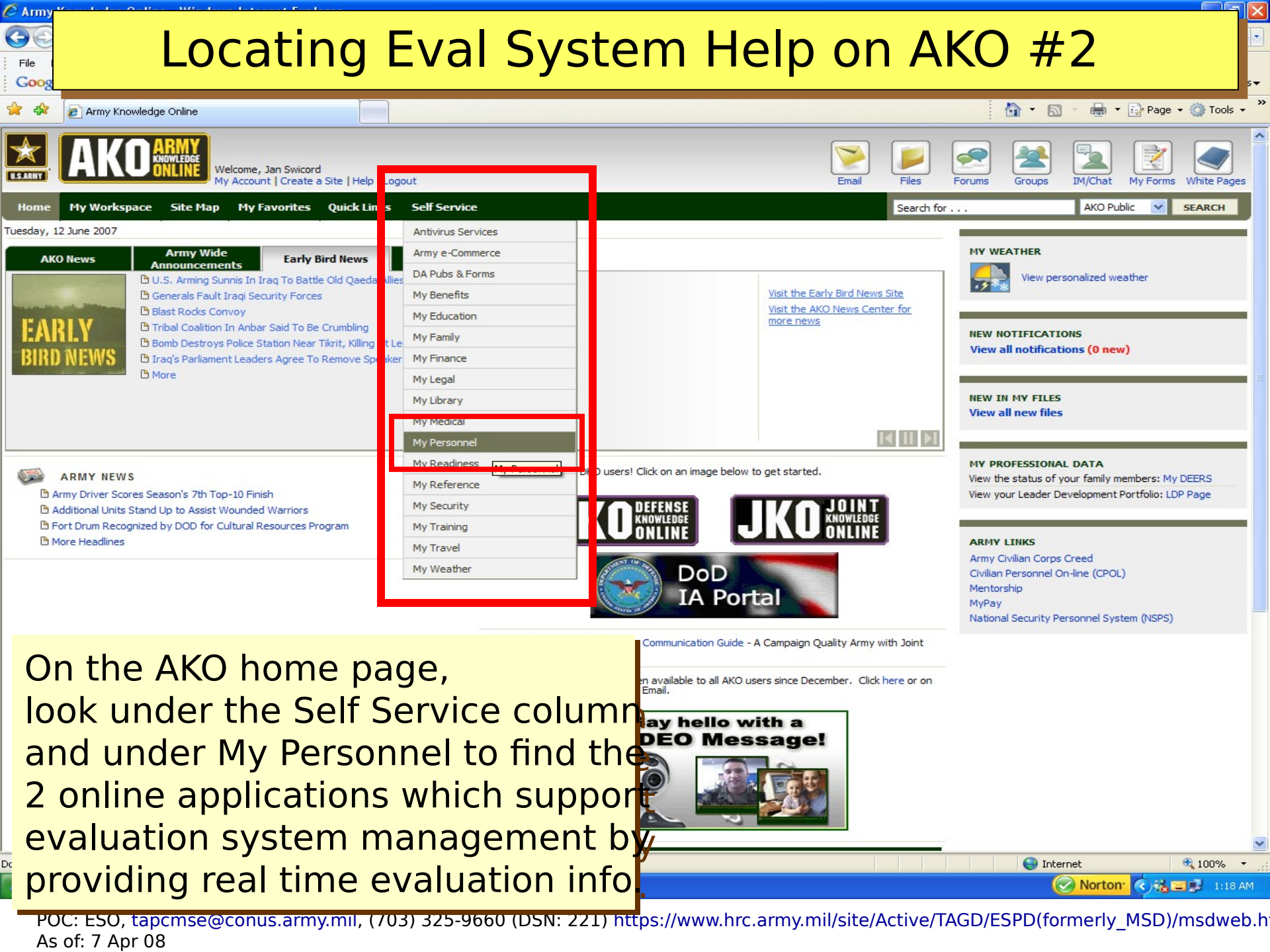


AKO hosts several areas which actively support military evaluation sy management.

#1 – My Forms provides an environment for electronic counseling, as preparation of final reports, digital signatures, routing, and electronic submission to HRC.

#2 – Under Self Service Applications lie 2 specific applications which, 22 May 07, reflect OER information for OER on officers in all compone and after 1 May 2008 Regular Army and USAR NCOER information. These are (a) Online Senior Rater Profile and Evaluation Timeliness R And (b) Interactive Web Response System (IWRS).

Locating Eval System Help on AKO #2



On the AKO home page,
look under the Self Service column
and under My Personnel to find the
2 online applications which support
evaluation system management by
providing real time evaluation info.

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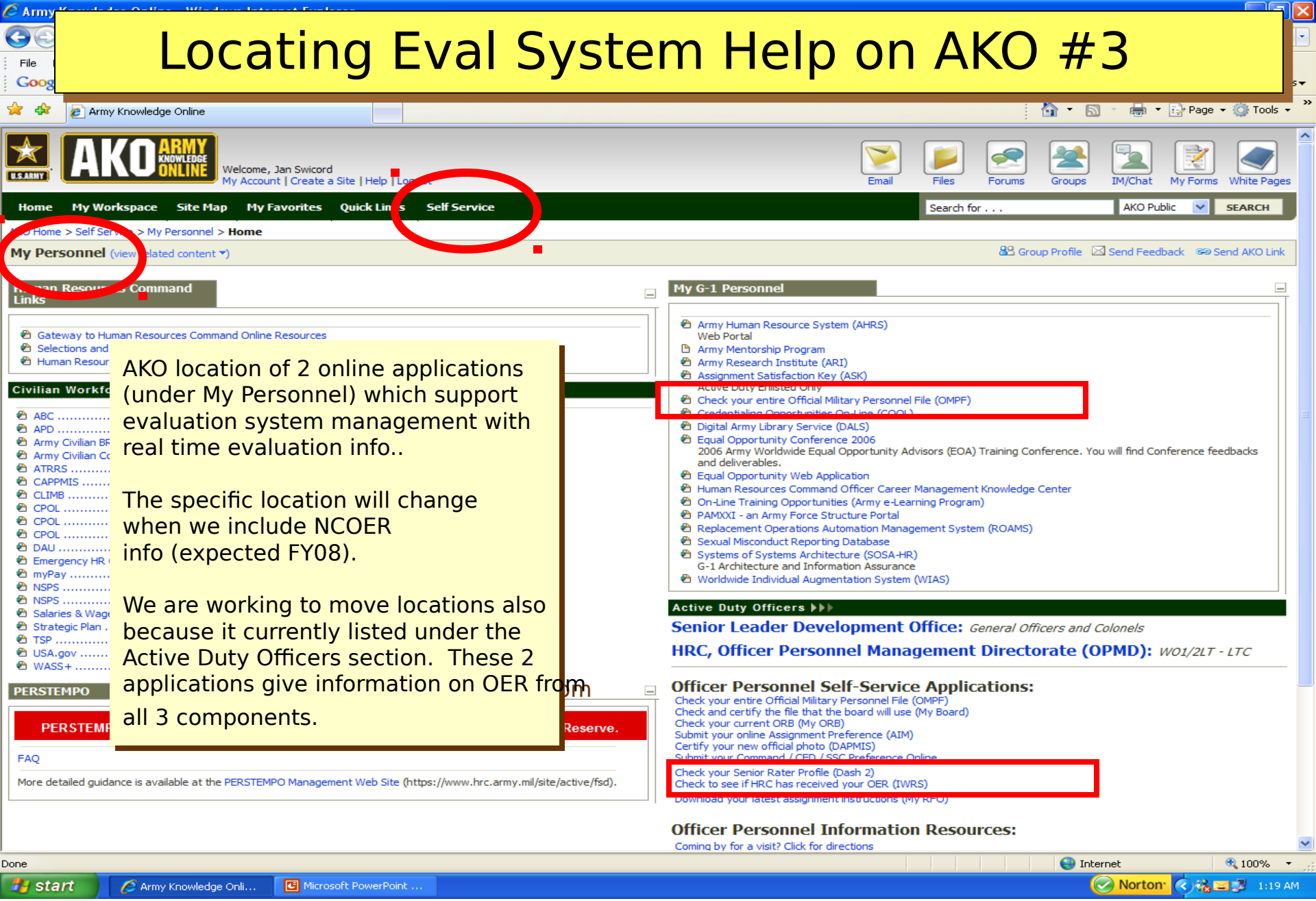
As of: 7 Apr 08

Locating Eval System Help on AKO #3



AKO location of 2 online applications (under My Personnel) which support evaluation system management with real time evaluation info..

The specific location will change when we include NCOER info (expected FY08).

We are working to move locations also because it currently listed under the Active Duty Officers section. These 2 applications give information on OER from all 3 components.

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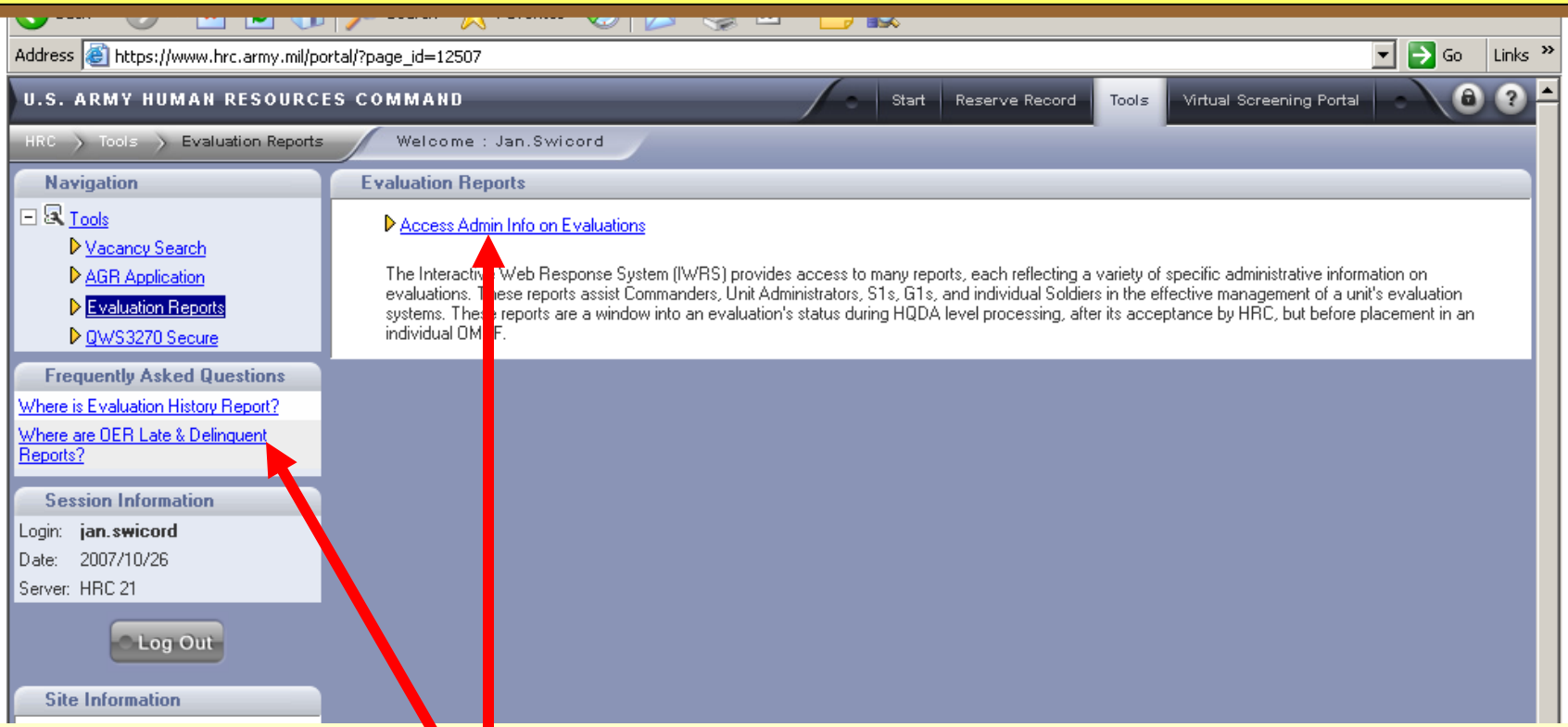
As of: 7 Apr 08

HRC St Louis Sites for HR Managers/S1


Address https://www.hrc.army.mil/portal/?page_id=12507
Go
Links
U.S. ARMY HUMAN RESOURCES COMMAND
Start
Reserve Record
Tools
Virtual Screening Portal
HRC > Tools > Evaluation Reports
Welcome : Jan.Swicord
Navigation
Tools
Vacancy Search
AGR Application
Evaluation Reports
QWS3270 Secure
Frequently Asked Questions
Where is Evaluation History Report?
Where are OER Late & Delinquent Reports?
Session Information
Login: jan.swicord
Date: 2007/10/26
Server: HRC 21
Log Out
Site Information
Evaluation Reports
Access Admin Info on Evaluations
The Interactive Web Response System (IWRS) provides access to many reports, each reflecting a variety of specific administrative information on evaluations. These reports assist Commanders, Unit Administrators, S1s, G1s, and individual Soldiers in the effective management of a unit's evaluation systems. These reports are a window into an evaluation's status during HQDA level processing, after its acceptance by HRC, but before placement in an individual OMPF.

These links bring users to the Interactive Web Response System (IWRS) described on previous slides

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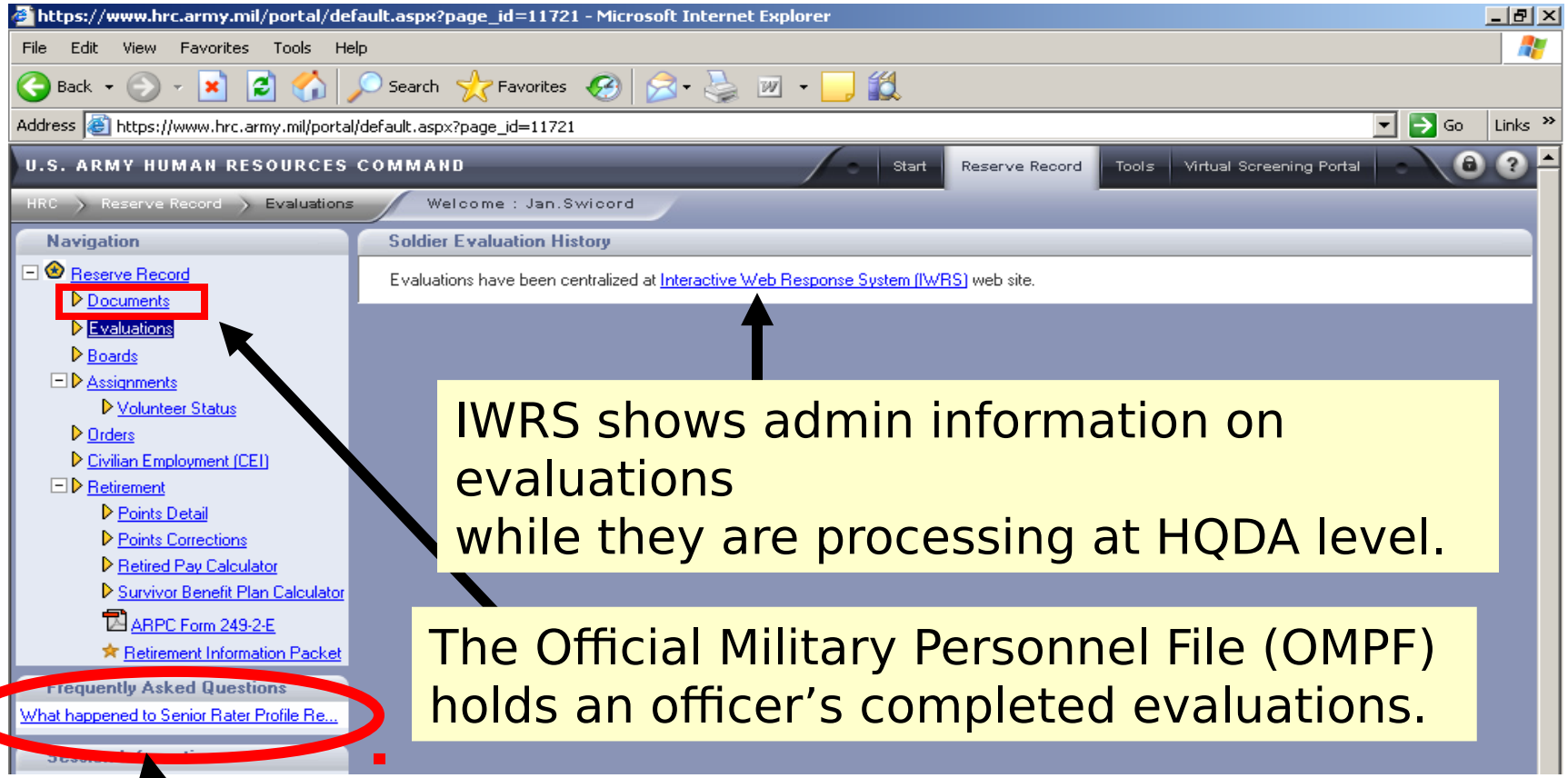
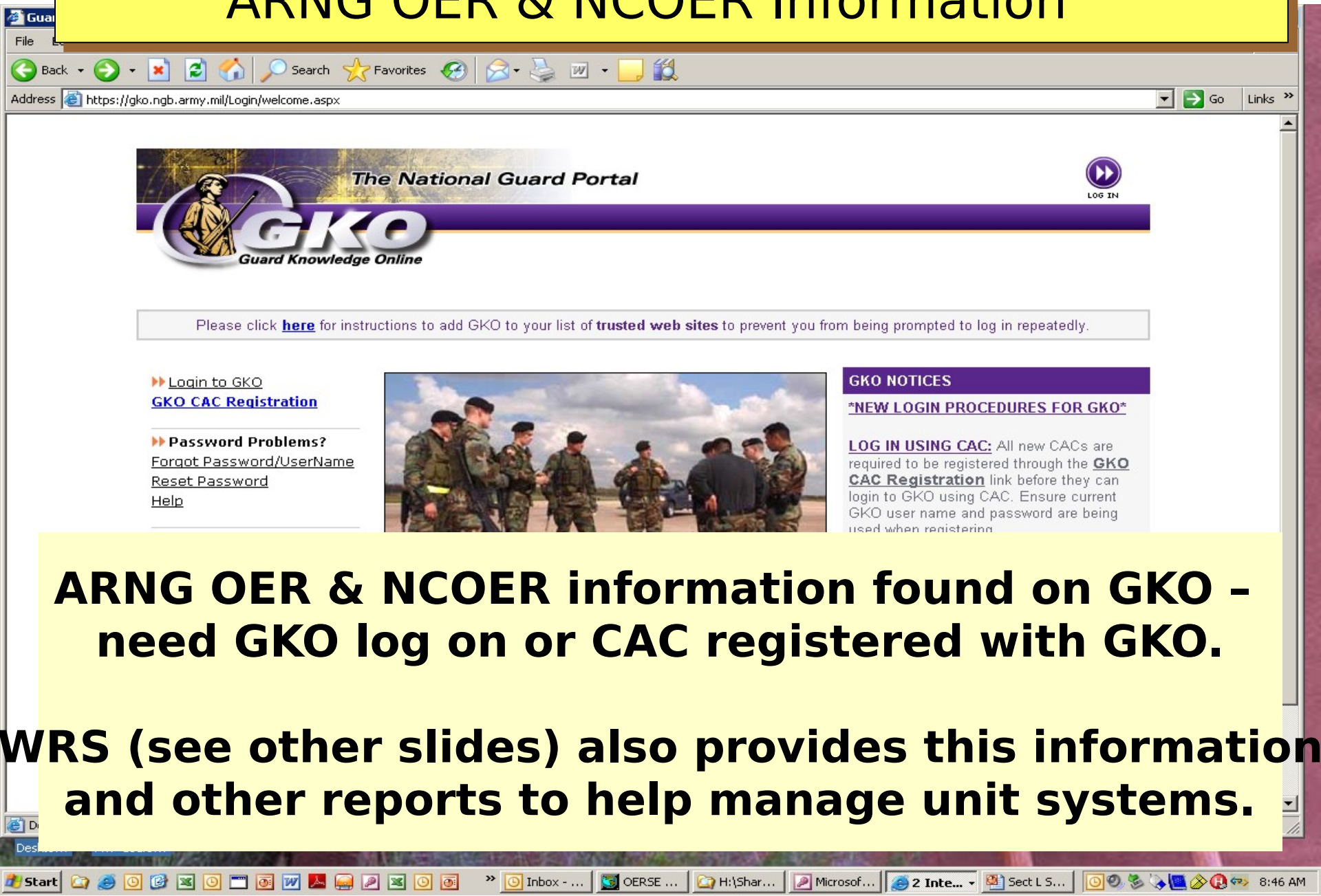
As of: 7 Apr 08

HRC St Louis Sites for Individual Officers


https://www.hrc.army.mil/portal/default.aspx?page_id=11721 - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites
Address https://www.hrc.army.mil/portal/default.aspx?page_id=11721
Go Links
U.S. ARMY HUMAN RESOURCES COMMAND
Start
Reserve Record
Tools
Virtual Screening Portal
HRC > Reserve Record > Evaluations
Welcome : Jan.Swicord
Navigation
Reserve Record
Documents
Evaluations
Boards
Assignments
Volunteer Status
Orders
Civilian Employment (CEI)
Retirement
Points Detail
Points Corrections
Retired Pay Calculator
Survivor Benefit Plan Calculator
ARPC Form 249-2-E
Retirement Information Packet
Frequently Asked Questions
What happened to Senior Rater Profile Re...
Soldier Evaluation History
Evaluations have been centralized at Interactive Web Response System (IWRS) web site.
IWRS shows admin information on evaluations
while they are processing at HQDA level.
The Official Military Personnel File (OMPF) holds an officer's completed evaluations.
Selecting this question takes the user to a question and links direct to both IWRS and the Online Senior Rater Profile and Timeliness Report.

ARNG OER & NCOER Information

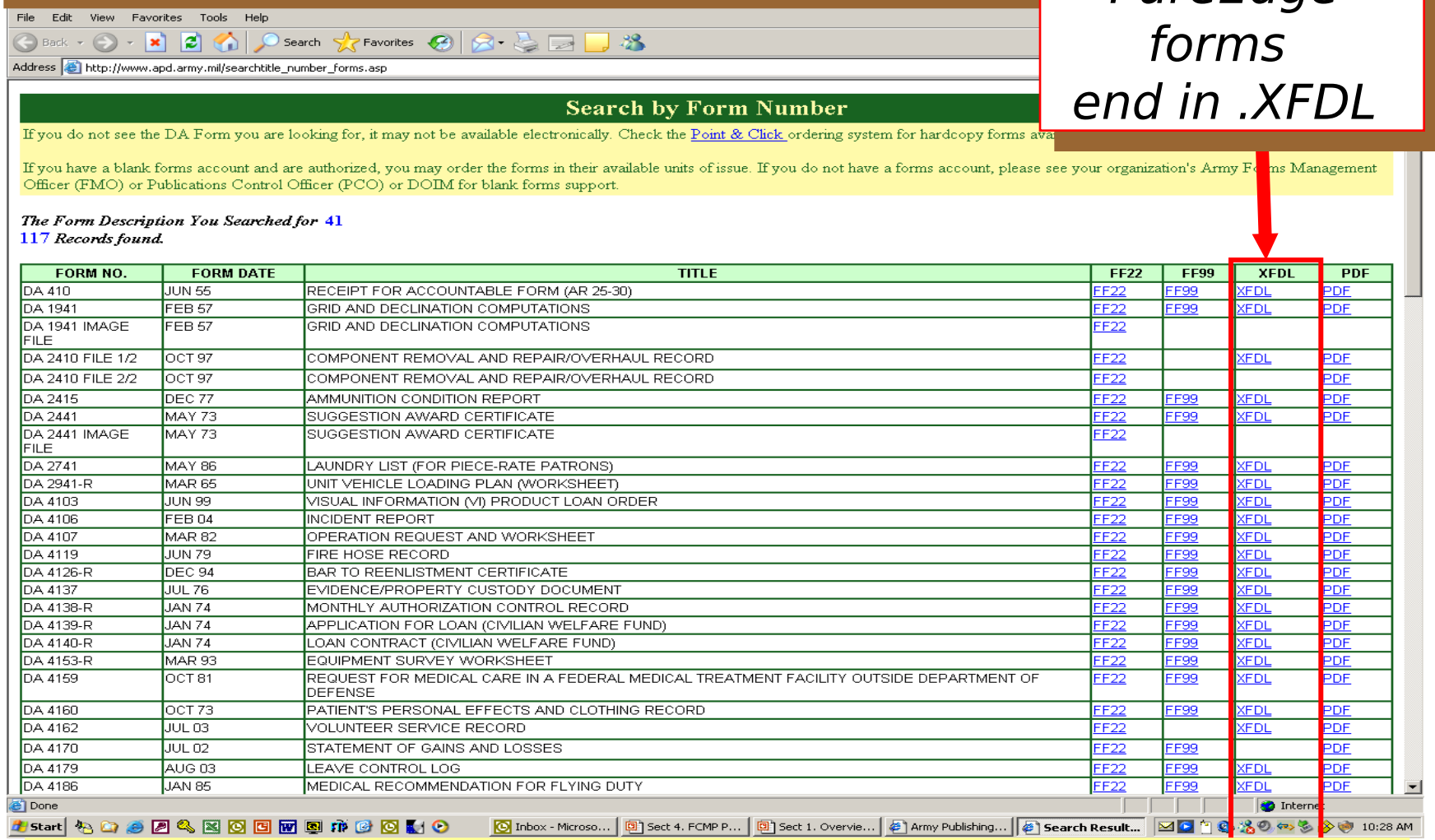


ARNG OER & NCOER information found on GKO – need GKO log on or CAC registered with GKO.

WRS (see other slides) also provides this information and other reports to help manage unit systems.

All DA Forms on APD website

PureEdge forms end in .XFDL



File Edit View Favorites Tools Help

Address http://www.apd.army.mil/searchtitle_number_forms.asp

Search by Form Number

If you do not see the DA Form you are looking for, it may not be available electronically. Check the Point & Click ordering system for hardcopy forms ava

If you have a blank forms account and are authorized, you may order the forms in their available units of issue. If you do not have a forms account, please see your organization's Army Forms Management Officer (FMO) or Publications Control Officer (PCO) or DOIM for blank forms support.

The Form Description You Searched for 41
117 *Records found.*

FORM NO.	FORM DATE	TITLE	FF22	FF99	XFDL	PDF
DA 410	JUN 55	RECEIPT FOR ACCOUNTABLE FORM (AR 25-30)	FF22	FF99	XFDL	PDF
DA 1941	FEB 57	GRID AND DECLINATION COMPUTATIONS	FF22	FF99	XFDL	PDF
DA 1941 IMAGE FILE	FEB 57	GRID AND DECLINATION COMPUTATIONS	FF22			
DA 2410 FILE 1/2	OCT 97	COMPONENT REMOVAL AND REPAIR/OVERHAUL RECORD	FF22		XFDL	PDF
DA 2410 FILE 2/2	OCT 97	COMPONENT REMOVAL AND REPAIR/OVERHAUL RECORD	FF22			PDF
DA 2415	DEC 77	AMMUNITION CONDITION REPORT	FF22	FF99	XFDL	PDF
DA 2441	MAY 73	SUGGESTION AWARD CERTIFICATE	FF22	FF99	XFDL	PDF
DA 2441 IMAGE FILE	MAY 73	SUGGESTION AWARD CERTIFICATE	FF22			
DA 2741	MAY 86	LAUNDRY LIST (FOR PIECE-RATE PATRONS)	FF22	FF99	XFDL	PDF
DA 2941-R	MAR 65	UNIT VEHICLE LOADING PLAN (WORKSHEET)	FF22	FF99	XFDL	PDF
DA 4103	JUN 99	VISUAL INFORMATION (VI) PRODUCT LOAN ORDER	FF22	FF99	XFDL	PDF
DA 4106	FEB 04	INCIDENT REPORT	FF22	FF99	XFDL	PDF
DA 4107	MAR 82	OPERATION REQUEST AND WORKSHEET	FF22	FF99	XFDL	PDF
DA 4119	JUN 79	FIRE HOSE RECORD	FF22	FF99	XFDL	PDF
DA 4126-R	DEC 94	BAR TO REENLISTMENT CERTIFICATE	FF22	FF99	XFDL	PDF
DA 4137	JUL 76	EVIDENCE/PROPERTY CUSTODY DOCUMENT	FF22	FF99	XFDL	PDF
DA 4138-R	JAN 74	MONTHLY AUTHORIZATION CONTROL RECORD	FF22	FF99	XFDL	PDF
DA 4139-R	JAN 74	APPLICATION FOR LOAN (CIVILIAN WELFARE FUND)	FF22	FF99	XFDL	PDF
DA 4140-R	JAN 74	LOAN CONTRACT (CIVILIAN WELFARE FUND)	FF22	FF99	XFDL	PDF
DA 4153-R	MAR 93	EQUIPMENT SURVEY WORKSHEET	FF22	FF99	XFDL	PDF
DA 4159	OCT 81	REQUEST FOR MEDICAL CARE IN A FEDERAL MEDICAL TREATMENT FACILITY OUTSIDE DEPARTMENT OF DEFENSE	FF22	FF99	XFDL	PDF
DA 4160	OCT 73	PATIENT'S PERSONAL EFFECTS AND CLOTHING RECORD	FF22	FF99	XFDL	PDF
DA 4162	JUL 03	VOLUNTEER SERVICE RECORD	FF22		XFDL	PDF
DA 4170	JUL 02	STATEMENT OF GAINS AND LOSSES	FF22	FF99		PDF
DA 4179	AUG 03	LEAVE CONTROL LOG	FF22	FF99	XFDL	PDF
DA 4186	JAN 85	MEDICAL RECOMMENDATION FOR FLYING DUTY	FF22	FF99	XFDL	PDF

Done

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Software is no cost to user; download to work & home computers.

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